

INDIANA EMERGENCY RESPONSE COMMISSION (IERC) MEETING
Indiana Government Center South
302 West Washington Street
Indianapolis, Indiana
January 10, 2011 1:00 P.M.

WELCOME AND INTRODUCTION

Mr. Mike Garvey, designee chairman of the IERC, welcomed everyone to the meeting and asked for a roll call.

ROLL CALL TO ORDER

Mike Garvey – IDHS
Jim Bridgen – Industry Representative
Mike Bigler – State Representative
Dean Larson – Public Representative
Brian Lott – Local Government

Bruce Palin – IDEM
Sherman Greer – Local Government
Thomas Melville- State Representative
Roger Powers – Local Government

The following Commission members were absent:

Carol Shelby – Public Representative Shawn French – Industry Representative

The following staff members were present:

John Steel – IDHS Mara Snyder - IDHS
Laura Steadham – IDEM Ian Ewusi – IDHS/IDEM

The following members of the audience were present:

Jeff Larmore – Marion County LEPC Gerri Husband - IDHS
Jim Plum – Jefferson County

QUORUM

LEPC Coordinator indicated a quorum was present

CONSIDERATION OF THE MINUTES

A motion to approve and adopt the minutes from the November 8, 2010, meeting was made by Mr. Larson and seconded by Mr. Palin. **MOTION CARRIED**

REPORT OF THE CHAIR

Chairman Garvey provided the Chairman's report;

- Reported on January 3, 2011 the IERC/LEPC program has been moved to IDHS Field Services Division.
- The IERC need's to look at developing a strategic plan for at least 2 years down the road.
- Introduced Gerri Husband Division Director of IDHS Field Services Division.
- Announced the appointment of Brian Lott as Chair of the IERC Training Committee.
- Continuing to work with the Governor's office to fill the 2 vacancies on the IERC.
- General Assembly is now in session and IDHS will be monitoring bills that could have an effect on IDHS and its various commissions.

COMMITTEE REPORTS

Communications Committee—Sherman Greer, Chair

Mr. Greer reported on the scheduled Emergency Response Conference August 17-20, 2011 to be held in Indianapolis. Looking at the LEPC conference being all day of Friday August 19 and a session a day prior to provide a test for CEM Certification. John Steel will be meeting with the State Fire Chiefs Association on January 18 to start planning.

Mr. Larson made a motion to authorize up to \$7,000 to cover costs related for this conference, second by Major Melville. **MOTION CARRIED**

Policy/Technical Committee—James Pridgen/Dean Larson, Co-Chairs

Mr. Pridgen discussed the following topics;

- CR Brown Correspondence, supporting the need for 2 field staff to support the LEPCs.
- Rush County Special Funding Request to purchase air cards for computers. Will be brought up for approval or denial under new business.
- Due to time limitations, Dean Larson is stepping down as co-chair of Policy/Technical Committee.

Training Committee—Brian Lott, Chair

Chief Lott submitted the name of 2 vendors, wishing to be added to the Training Resource List for approval by the Commission. They have met the qualifications and recommend they be approved. They are as follows;

- Charles Gunter
- Lighthouse Readiness Group

Fiscal Committee—Bruce Palin, Chair

Provided a handout of budget report, have \$38,000 available, and have spent approximately \$8,000. Money can be shifted between categories as needed, and is working with State Department of Revenue to get total balance of funds available to the IERC.

Mr. Palin has met with Jim Poe with Department of Revenue to correct the databases between who has and has not paid their fees.

Motion made by Mr. Bigler to accept the committee reports second by Mr. Palin. **MOTION CARRIED**

OLD BUSINESS

No Report

NEW BUSINESS

- Holding meetings offsite in Adams and Switzerland County. May 9 IERC Meeting in Switzerland County and July 11 in Adams County. Ian Ewusi and John Steel will start coordinating.
- Strategic Planning Meeting. Will coordinate with Mr. Pridgen to set a meeting date and location to conduct a strategic planning meeting.
- Rush County Special Funding Request for air cards for law enforcement. Not in guidelines of IERC, should look into other funding sources such as the Public Safety Foundation.
 - Motion made by Mr. Lott to deny this request, second by Major Melville. **MOTION CARRIED TO DENY**

REPORT OF THE FIELD REPRESENTATIVE

2010 Activities Report;

- CAMEO Training. Conducted CAMEO training at 7 different locations.
- Conducted 3 LEPC 101 Workshops.
- Ongoing Tier II Workshops for reporting facilities to submit their required Tier II Reports. Have held 12 workshops and have 2 more scheduled.
- Reviewed 60 LEPC Haz-Mat Plans.
- Attending Council meetings, to let LEPCs how much money is lost for non-compliance.
- Handbook updates, currently updating IERCC/LEPC Handbook.
- Resource guide updates
- Establishing electronic submissions for LEPCs to submit their annual reports. Could cost \$60-\$75 per hour and take up to 6 months to complete.
- Letters sent to LEPCs for Statutory Requirements.
- Retention schedule for LEPC Records, establish a priority list of what needs to be maintained.

MEMBERSHIP ROSTER APPROVALS

Mr. Ewusi reported that the following 8 counties had submitted new or updated rosters for approval:

Clark Carroll Dubois Elkhart Madison Monroe

Madison Monroe Rush

Mr. Bigler made a motion to approve the rosters and was seconded by Chief Lott. **MOTION CARRIED.**

LEPC COMMENTS

No Report

EPA COMMENTS

No Report

PUBLIC COMMENTS

No Report

NEXT MEETING

March 14, 2011, 1:00 P.M.

Indiana Government Center South, Conference Room 14

ADJOURNMENT

Meeting was adjourned at 3:05 P.M.

Michael Garvey, Chair